



*U.S. Department of Energy  
and the  
National Science Foundation*



APR 12 2004

Professor Frederick Gilman  
Carnegie Mellon University  
5000 Forbes Avenue  
Pittsburgh, Pennsylvania 15213

Dear Professor Gilman:

This letter is to request that the High Energy Physics Advisory Panel (HEPAP) establish a subpanel to assess projects in experimental non-accelerator physics that may be of interest to both the National Science Foundation (NSF) and the Department of Energy (DOE). This subpanel will be referred to as the Scientific Assessment Group for Experimental Non-Accelerator Physics (SAGENAP).

#### **BACKGROUND**

There is a need to convene a subpanel of the High Energy Physics Advisory Panel (HEPAP) to assess projects in experimental non-accelerator physics that may be of interest to both NSF and DOE – SAGENAP.

SAGENAP's role is to provide one view of which projects are worthy of further, in depth, consideration for funding by the agencies. SAGENAP's primary consideration is the scientific merit of the project.

An assessment by SAGENAP is neither a necessary nor a sufficient step for obtaining funding of a project and endorsement by SAGENAP does not automatically result in endorsement of the project by the funding agencies.

SAGENAP will assess projects in three categories: 1. Projects in the conceptual phase; 2. Projects that are ready to request agency funding for concept studies, design and development, or construction; and 3. Ongoing projects funded by the above named agencies.

#### **ORGANIZATION**

For the April 2004 meeting, SAGENAP will be constituted as a subpanel of HEPAP, to which it will report.

The agencies jointly select the members of SAGENAP, and will ensure that the membership includes members of HEPAP.

The agencies jointly select the Chair (a.k.a. Coordinator).

## CHARGE

SAGENAP will assess projects that may be of interest to both DOE and NSF. The projects to be assessed by SAGENAP will be specified by the agencies. For projects in categories, 1 and 2, SAGENAP will:

- Assess the scientific merits of the project.
- Assess the readiness of the project to request funding for concept studies, design studies, or construction.
- Assess the scientific and technical goals of the project in the context of related activities in the field.
- Assess the scientific, technical, organizational, and management capabilities of the project team.

For projects in category 3, SAGENAP will:

- Assess progress and any scientific issues on the ongoing project and identify any areas of concern for agency attention.

SAGENAP will also identify activities that may lead to construction projects in the future, and assess their priorities, readiness, approximate timescales and costs.

## REPORTING

The Chair (Coordinator) will prepare a report following the meeting. The report should provide a balanced summary of the assessments of the SAGENAP members for each project on the agenda.

The report will be presented to HEPAP at the first HEPAP meeting following completion of the report.

We wish you well in this important exercise.

Sincerely,



Raymond L. Orbach  
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U.S. Department of Energy



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and Physical Science  
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